



Town of Webster

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Agenda Topics Policy **Adoption Date: August 14, 2017**

Section 1: Purpose

The purpose of this policy is to specify agenda criteria for those who wish to speak at Select Board meetings. The agenda item must be descriptive enough so that a reasonable person would understand what the subject concerns and to decide whether he/she has an interest in attending the meeting to hear more.

Section 2: Additional Information

Select Board meetings are the conduct of Town business. The Chair determines whether an agenda topic is appropriate.

Section 3: Procedure

Those wishing to put his/her name on any Select Board meeting agenda shall contact the Select Board office no later than 3:00 PM on the Wednesday before the next regularly scheduled meeting.


The Agenda topic must be descriptive enough to clearly indicate the subject.


Anyone not wishing to divulge a clear topic for the agenda may wait until the end of the Select Board meeting to be recognized.

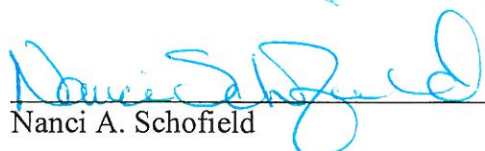
The Select Board Chair may limit discussion to 2 minutes.

The Select Board reserves the right to waive any provision of this policy as circumstances warrant.

Webster Select Board:


Bruce G. Johnson, Chair


Michael P. Borek


Nanci A. Schofield